



# Iowa Board of Educational Examiners



## BoEE Superintendent Update – October 2018

### Sign up to receive these updates under “Announcements”

If you have other staff members, such as human resource directors, principals, or teachers that you would like to receive these monthly updates, they may sign up on our website under “[announcements](#)” (left side bullet). Licensed educators will also receive our quarterly newsletter if we have a valid email address on file.

### Common BEDS Issues – errors for “not properly endorsed or expired”

- Allow 24-48 hours after a new or conditional license has been issued for the system to sync and clear the error automatically (do not ask for an override right away)
- Teachers with the “pre-1988” clause that allows them to teach core subjects in grade 7/8 will come up as errors. Add a comment for that educator and we will manually override.
- Long-term subs will come up as errors. Add a comment with the name/folder number of the teacher out on leave.
- Add a comment if there are other “not properly endorsed/expired” errors that you need us to review
- Dean of Students – must be an administrator
- Athletic Directors – must be a licensed teacher, administrator, or hold the Activities Authorization (not the coaching authorization)
- Teachers must be reported correctly on BEDS to convert to the standard license
- Administrators must be reported correctly on BEDS to convert to the professional administrator license

### Conditional Licensure

The applications are online, and late fees will need to be paid separately (\$25 per month, now at \$50).

The **Class B License** is valid for two school years and may be issued under the following conditions:

- The person is the holder of a valid Iowa license with one or more endorsements
- Is seeking to obtain some other endorsement
- The employer requests the Class B be issued
- The individual seeking this endorsement has completed at least two-thirds of the requirements or one-half in a shortage area

The **Executive Director Decision License** is valid for one school year and may be issued under the following conditions:

- The person is the holder of a valid Iowa license with one or more endorsements
- Is seeking to obtain some other endorsement
- The employer requests the Executive Director Decision license be issued
- The employer verifies the diligent search to find a fully licensed teacher for the position
- The individual seeking this endorsement is not eligible for the Class B license

## Computer Science vs. CTE Information Technology

	<b>5-12 CTE Information Technology</b>	<b>K-8 or 5-12 Computer Science</b>
<b>Is the endorsement required for any specific classes?</b>	Only if the school district has created a new and separate CTE program using technology courses	No, as long as the teacher teaching technology courses holds a teaching license with an endorsement at the grade level of the students being taught
<b>Can some teachers be “grandfathered” in to have the endorsement added automatically?</b>	No, this period has ended	Yes, if the teacher has at least two years of experience teaching computer science ( <u>not</u> computer applications) <a href="#">waiver application – March 21, 2019 deadline</a>
<b>Where can the endorsement coursework be completed?</b>	Coursework may be completed through any regionally-accredited college or university that offers the coursework that matches our requirements (including community colleges for the content coursework)	Coursework may be completed through any regionally-accredited college or university that offers the coursework that matches our requirements (including community colleges for the content coursework)
<b>Can a Class B conditional license be issued?</b>	Yes, if the school district has created a new and separate CTE program for this area	Typically no, since the endorsement is not required to teach any courses, but may be an option for an educator teaching technology outside their current endorsement grade levels

## STEM Award Opportunity

Do you know a STEM teacher that goes above and beyond to engage their students both in and out of the classroom? Nominations are now open for the 2019 I.O.W.A. STEM Teacher Award sponsored by Kemin Industries.

The fifth-year of this award, offered by the [Iowa Governor’s STEM Advisory Council](#), celebrates PreK-12 teachers whose leadership and dedication to STEM in Iowa increases students’ interest and awareness in science, technology, engineering and mathematics. One teacher from each of the six STEM regions will receive \$1,500 for personal use, along with an additional \$1,500 to be used in their classroom.

**Deadline for nominations is October 9**, and recipients will be announced in January 2019.

The nomination process is simple and open to everyone, including fellow teachers, school administrators, students and parents. Visit [www.stemaward.fluidreview.com](http://www.stemaward.fluidreview.com) to submit a nomination and learn more.

## Iowa License Types and Information

The Iowa Board of Educational Examiners has created a new licensure information document which will assist educators to easily navigate and understand Iowa license and authorization types, terms of validity, renewal or extension options, and other important information. This document will support districts as vacancies continue to be filled and as educators prepare for the upcoming school year. We appreciate the value that Iowa educators give to licensure, and we hope that this additional tool will provide needed information in a user-friendly format, which synthesizes much of our information into one document. We encourage you to bookmark this shared document for easy reference.

### [Iowa License Types and Information](#)

## Renewal Credit Change

For educators that hold a specialist's degree (not endorsement or certificate) or a doctor's degree, **two** renewal credits (instead of four) are required to renew a master educator, professional administrator, or professional service license. The professional administrator license renewal still requires the completion of an approved evaluator course. Applicants will need to provide a picture/scan of official transcripts showing the specialist's or doctor's degree earned when they apply to renew.

## Online System and Processing Times

New applications can take 4-6 weeks to process, and renewals may take up to 4 weeks. The length in processing time is due to reduced BoEE staff and increased time needed to process background checks.

- Plan accordingly and submit applications in a timely manner (allow at least 4 weeks).
- Make sure to only apply for the application you need, and that no additional "boxes" have been checked, as our fees are non-refundable.
- Make sure to click "submit application," which is a step after the payment step.
- **Please do not send educators to our office to "expedite the process."** All applications are processed in the order in which they are received.